



First 5 Santa Barbara County

Children & Families Commission

PROGRAM & EVALUATION MANAGER

SALARY: \$74,880 – \$112,320 DOQ

ARE YOU A LEADER WHO:

- Can **Influence** others through your masterful leadership, collaboration and keen understanding of the organization, its goals and the interest of all parties to affect successful outcomes for the organization?
- Is **Committed** to building relationships, leading teams focused on exceeding the expectations of internal and external customers, and continually seeks to improve quality of services provided?
- Uses **Interpersonal** strengths and versatile communication styles to build rapport throughout the organization, solicit the ideas of others, and develops human potential to ensure future success?
- Demonstrates **Resiliency** in leading others with confidence and assurance, and has a reputation for finding opportunities in difficult situations?
- Is **Intense** and passionate about achieving strategic results?
- Operates with a strong **Ethical** framework, and strives to uphold the public trust by adhering to laws and rules, while seeking new and creative approaches that improve efficiency, effectiveness, and customer-service?
- Is a true **Craftsman** who applies keen skills to forming and executing a vision, takes pride in ownership, and seeks out opportunities to develop new and creative solutions and programs?

IF SO, WE HAVE A GREAT OPPORTUNITY FOR YOU AS THE NEXT PROGRAM & EVALUATION MANAGER FOR FIRST 5 SANTA BARBARA COUNTY.

THE PROGRAM

First 5 Santa Barbara County Children and Families Commission works in partnership with individuals and organizations throughout the County, to support the health, early learning and well-being of children pre-natal to age 5 and their families. All children deserve the best start in life. In the first years of a child's life, critical connections are made in the brain that impact lifelong learning. How we nurture and support our children today will impact their success in school and in life.

First 5 Santa Barbara County Children and Families Commission is a public organization created with the passage of Proposition 10 in 1998, which added a 50 cent tax on tobacco products. Revenues from the tax are distributed to counties based on the number of babies born in the county and can be used to fund programs for expectant parents, and children aged birth through 5 and their families with the goal that children will be healthy and active learners when they reach kindergarten.

First 5 distributes the revenues from Proposition 10 and provides leadership in the community to increase support for young children and families. First 5 Santa Barbara County is led by a Commission appointed by the County Board of Supervisors. Staff oversees grants awarded and provides ongoing technical assistance to First 5 sponsored initiatives including: Newborn Home Visiting, Early Childhood Oral Health, Early Childhood Mental Health & Other Special Needs,

Family Support, School Readiness, and Early Care & Education. For more information visit our website at <http://www.first5santabarbaracounty.org/>.

THE POSITION

This is a full time, at-will position that reports to the Executive Director of First 5 Santa Barbara County. The Program and Evaluation Manager serves as the principal point of contact for program evaluation and contract management. The Manager is responsible for:

- Aligning activities and priorities with organizational needs in the design, development, administration, and operation of the Commission's contracting and evaluation procedures and systems
- Coordination and oversight of two external evaluation contracts including one for data analysis/research and another for the computerized evaluation system utilized by funded agencies
- Effective use of data gathering techniques and statistical analysis to analyze, measure, and evaluate success of complex programs
- Ensuring the Commission can identify the overall impact of First 5 funding on the well-being of Santa Barbara County Children 0-5 and their families.
- Encouraging, empowering, and supervising contract management staff who work to ensure that all funded agencies are programmatically performing as outlined in their designated funding
- Supervising staff responsible for planning and implementing ongoing technical assistance opportunities for First 5 funded agencies such as workgroups and countywide conferences
- The design and implementation of educational training and assistance to providers regarding programs and compliance and improving public services to the community
- Managing and improving the data management systems through the use of an advanced understanding and ability to quickly learn new computer application programs

IDEAL CANDIDATE

In addition to the ability to perform effectively as outlined above, our ideal applicant will be a strategic organizational team member who is highly focused on achieving quality results and has the ability to:

- Gain the trust of others in the organization and community
- Quickly shift gears when organizational priorities shift
- Respond constructively to problems, challenges and difficult situations
- Evaluate programs and use data to support organizational decision making
- Manage multiple projects and competing priorities
- Enhance program services through your high commitment to quality and accuracy of work
- Collaborate with other government agencies in state, federal and local agencies
- Make fair and unbiased recommendations and decisions that are in the best interest of the organization and the public when working with providers
- Demonstrate flexibility in the application of rules or procedures in order to accomplish the organization's bigger objectives
- Continually seek opportunities to learn new aspects of the organization
- Continually explore and implement improvements to processes, procedures, and systems to achieve greater efficiency and effectiveness in program services

Applicants should have

- A Bachelors degree; masters preferred
- Experience working in an organization with complex public funding and accountability requirements
- Knowledge of Proposition 10 legislation is desirable
- Intermediate to advanced ability to use various computer applications (Outlook, MSOffice Suite, Database Management Systems) and ability to learn new applications quickly
- At least five years of relevant professional experience working in a combination of the following fields: contract management, outcomes-based program evaluation, organizational development, and program development.
 - three of these five years should be experience with contract management and outcomes-based program evaluation.
 - three years should include supervising professional level staff
- Ability to travel and work a flexible schedule to accommodate organizational needs is required.

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BENEFITS: [Click Here](#)

A NEW DIRECTION...

The County of Santa Barbara has adopted a new pay-for-performance system which connects employee performance to pay and customer-focused business results. This project is commonly referred to as the Leadership Project. The Leadership Project was initiated for the purpose of realizing the Board of Supervisor's vision to create a customer-focused culture in Santa Barbara County government and to support, strengthen, and implement the values of Accountability, Customer-Focus, and Efficiency (ACE) which are intrinsic elements of quality customer service. The Leadership Project identifies "*Core Leadership Competencies*" which are the skills, abilities, knowledge, and characteristics that are fundamental to a particular job or classification.

HOW TO APPLY:

This recruitment is open until filled. To apply please send your resume and cover to Wendi Brown at wendi@wbrowncreative.com

FOR MORE INFORMATION: Contact Wendi Brown at 541-858-0376